

## **2018 Guidelines for Requesting/Approval of Alcohol Sales with Approved Event Permit**

In addition to an approved park permit application, rental groups requesting to serve beer and/or wine must submit a proposal including how the following guidelines will be met before qualifying for a temporary alcohol permit. Once submitted, the Board of Park Commissioners will approve/deny all requests.

1. An approved Event Permit Application must be on file and the rental group in good standing with the City of Bloomington Parks and Recreation Department
2. Once obtained, a copy of the approved temporary beer and wine permit from the State of Indiana, Alcohol & Tobacco Commission must be on file with Bloomington Parks and Recreation (prior to event).
3. Rental group(s) shall employ a licensed security company to be present throughout the event &/or anytime alcohol is present. The number of security needed will be determined by Bloomington Parks and Recreation staff and will be dependent on site set up and size/scope of event.
4. Any fencing plans must be included as part of the proposal and installation methods approved by Bloomington Parks and Recreation prior to event. Plastic snow fencing will not be allowed.
5. Anyone entering the area where alcohol is served must be over 21 and wearing either a wrist band or hand stamp indicating that they are of legal age to consume alcohol.
6. The detailed floor plan, map or diagram on file with the State must also be submitted with the proposal to Bloomington Parks and Recreation. Once approved, floor plan, map or diagram may not be altered.

Alcohol permit fee is \$200 or ten percent of gross, whichever is greater (alcohol permits granted on a case by case basis and require additional paperwork and approval by the Board of Park Commissioners).

[https://www.in.gov/atc/files/2015\\_Temp\\_Permit\\_App\\_Instructions.pdf](https://www.in.gov/atc/files/2015_Temp_Permit_App_Instructions.pdf)

Indiana State Regulations include:

1. *There must be a **well-defined premises** i.e. building, tent, enclosure, or fenced-in or designated area.*
2. *You **must** submit a floor plan or diagram (8 1/2 x 11) showing either a beer garden/bar room (for adults only) or beer garden/bar room and family area (for families to consume food). All alcoholic beverages **must** be dispensed from the beer garden/bar room. Minors will be allowed in the family area with a parent or guardian to consume food.*
3. *There shall be **NO** carry-out privileges, **NO** carry-in privileges, and **NO** spirituous beverages allowed.*
4. *Each applicant must designate an individual to be responsible for the event and such person must sign the application.*
5. ***ANY** and **ALL** persons dispensing or selling, or accepting payment for alcoholic beverages **MUST POSSESS** a valid ATC employee permit.*
6. *The event must meet applicable Board of Health requirements, particularly with regard to restroom facilities.*
7. *Legal hours of dispensing alcoholic beverages (Prevailing time)  
Monday through Saturday – 7a.m. to 3 a.m. the following day  
Sunday – 10:00 a.m. to 12:30 a.m. the following day*
8. *Applicant **must** file with the ATC at least 15 days prior to the event. Failure to comply is grounds for denial.*
9. *The temporary permit must be posted in the most conspicuous place at the location of the event. An excise officer or commissioner, for good cause, has the authority to revoke a temporary permit during the event.*